

MIAMI TOWNSHIP BOARD OF TRUSTEES

AUGUST 16, 2016

The Miami Township Board of Trustees met in regular session on Tuesday, August 16, 2016 at 6:30 PM. Trustee Karl Schultz called the meeting to order. There were Scouts at the meeting to lead the Pledge of Allegiance. The invocation was given by Ms. Wolff. Ms. Wolff made a motion to appoint Mr. Wright as Acting Fiscal Officer, seconded by Mr. Schultz with all voting "AYE". Mr. Wright called the roll. Attending were Trustees Karl Schultz and Mary Makley Wolff.

D.A.R.E. Presentation: Chief Madsen addressed the Board to advise that D.A.R.E. is celebrating its 25th year at Miami Township. Chief Madsen gave background on how D.A.R.E. began in Miami Township. Chief Madsen noted past Chief Harry Snyder and past Chief Steve Bailey helped to bring D.A.R.E. to Miami Township and thanked past Trustees Ed Humphrey, Joe Uecker and Jean Schmidt and the present Trustees of Mary Makley Wolff, Karl Schultz and Ken Tracy for supporting this program for 25 years. Chief Madsen thanked St. Elizabeth Ann Seton and the Milford School District for their participation in D.A.R.E. Chief Madsen introduced past and present D.A.R.E. officers and asked them to step forward. They were Chad Gaffney, Cheryl Miracle, Jim Lunkenheimer, Mike Nobel, Todd Peters, T.J. Spencer, Savalas Kidd, Sgt. Kevin Petrocelli and Officer Skip Rasfeld. Sergeant Don Wilson from Springboro, Ohio came to recognize the 25 anniversary.

County Commissioner, Ed Humphrey on behalf of the Board of Commissioners, came forward to recognize and thank all who have participated in the D.A.R.E. program.

Chief Madsen presented a 25th Anniversary banner and certificate to the Superintendent of Milford Schools and to St. Elizabeth Ann Seton School. Chief Madsen asked the Trustees to come down for pictures.

Chief Madsen asked the Chair of the Trustees to recess for a brief time for a celebratory reception. The Board recessed for a short time.

Ms. Wolff made a motion to approve the minutes of the July 11, 2016 work session and the July 19, 2016 business meeting, seconded by Mr. Schultz with all voting "AYE".

Correspondence: None

Proclamations and Special Presentations: Mr. Eric George, Tobacco Prevention Coordinator, came forward to present the survey results of all parks being tobacco free and also presented information regarding the risks of smoking and second hand smoke affects.

Assistant Chief Mack advised the Fire/EMS has received the American Heart Association Award, again this year. He introduced Mr. Jeff Gaylor of the American Heart Association who explained and presented this award.

Assistant Chief Mack came forward to present the Civilian Life Saving Award to Evan Page. Assistant Chief Mack invited Firefighter/Paramedic Jim Petry, who was the instructor for Evan Page, and the Trustees to come forward with Evan Page. Assistant Chief Mack noted Evan has taken numerous classes through the Fire/EMS and on June 16, 2016 he was attending a summer camp at TATA in Miami Township when he realized another camp attendee was choking. Evan performed the Heimlich Maneuver and the other young man is OK because of Evan's efforts.

Chief Kelly introduced Mr. John Reusing and presented him with the Community Service Award for painting fire hydrants throughout Miami Township. Mr. Reusing thanked everyone for the Award and explained he has always had a special appreciation for Firefighters because he, his wife and four other family members were at the Beverly Hills Supper Club the night of the tragic fire and the six of them were survivors.

MIAMI TOWNSHIP BOARD OF TRUSTEES

AUGUST 16, 2016

Department Reports: A representative of each department presented a report of activities during the month of July 2016.

Community Development	Mr. Elliff
Finance	Mr. Wright
Fire/EMS	Chief Kelly
Police	Chief Madsen
Recreation	Mrs. Wilson
Service	Mr. Musselman
Administration	Mr. Wright

Old Business: None

New Business: Ms. Wolff made a motion to pay the bills of the Township with 247 checks numbered 124828 - 125075 and 10 electronic checks numbered 796 - 806 for the total amount of \$1,520,560.88 plus payroll and payroll taxes for the week of 07/16/2016 in the amount of \$424,192.03 and payroll and payroll taxes for the week of 07/30/2016 in the amount of \$381,685.54, seconded by Mr. Schultz with all voting "AYE".

Mr. Wright advised of the need for a Then and Now Certificate in the amount of \$240,015.08.

Ms. Wolff made a motion to adopt Resolution 2016-47 authorizing the Township Fiscal Officer to issue and certify a Then and Now Certificate for payment of various expenditures, totaling \$240,015.08 and dispensing with the second reading, seconded by Mr. Schultz with all voting "AYE".

Mr. Wright recommended the Board grant final employment to Ryan Grothaus for a part-time position in the Service Departments Parks Division at a rate of \$10.71 per hour with an effective date of August 17, 2016.

Ms. Wolff made a motion to approve the Service Department personnel item as presented, seconded by Mr. Schultz with all voting "AYE".

Mr. Wright advised each year the county Budget Commission approves Miami Township's Official Certificate of Estimated Resources and the Township must adopt an Acceptance of Tax Rates Resolution. This resolution also accepts the estimated distribution of Local Government Funds. Mr. Wright recommended the Board adopt Resolution 2016-48 a resolution accepting the rates for 2016.

Ms. Wolff made a motion to adopt Resolution 2016-48 a resolution accepting the amounts and rates as determined by the Budget Commission for the 2016 Budget and authorizing the necessary tax levies and certifying them to the County Auditor and Dispensing with the second reading, seconded by Mr. Schultz with all voting "AYE".

Mr. Wright advised as discussed at the August work session, it is time for the Township's annual renewal of its Health Insurance Benefits. The Township's Health Insurance Committee was included on the discussion and recommended the Township stay with Anthem and switch the dental, vision and life insurance to Anthem. It was also recommended the Township offer a HSA and HRA for employees to choose one.

Ms. Wolff made a motion to approve the 2016-2017 Anthem Health Insurance Benefit Plan and authorize the Township Administrator to execute the plan on their behalf, seconded by Mr. Schultz with all voting "AYE".

Mr. Wright advised the painting of the exterior of Station 26 was discussed at the work session and Xpert Custom Painting LLC was the low bid. Mr. Wright is recommending the Board accept the bid from Xpert Custom Painting LLC to perform the exterior painting on Fire Station 26 at a cost of \$4,500.00.

MIAMI TOWNSHIP BOARD OF TRUSTEES

AUGUST 16, 2016

Ms. Wolff made a motion to accept the bid from Xpert Custom Painting LLC to perform the exterior painting on Fire Station 26 at a cost of \$4,500.00, seconded by Mr. Schultz with all voting "AYE".

Mr. Wright advised the Service Department has identified two areas on Klondyke Road that are adjacent to each other that are in need of stabilization work to prevent the situation from exacerbating. Mr. Musselman met on site with Roberts Engineering to discuss the severity of the slides and potential solutions. Roberts Engineering has provided separate proposals for each area, totaling \$16,900 which would provide topographic surveys, any necessary geotechnical investigations and reports, and detailed estimates and drawings. Mr. Musselman would like to have the design work performed this year so these projects could be ready to submit for OPWC funding in 2017 and built in 2018.

Ms. Wolff made a motion to accept the proposals from Roberts Engineering providing topographic surveys, any necessary geotechnical investigations and reports and detailed estimates and drawings for the two slides on Klondyke Road at a cost of \$16,900, seconded by Mr. Schultz with all voting "AYE".

Mr. Wright advised that Mr. Musselman rebid Phase 1 of the Miami Meadows Lake Erosion Project, as the Trustees had advised, with using only the Redi-Rock product. Mr. Musselman received five bids and Advanced Contractors and Estimators was the low bid at \$99,420.00. Mr. Wright is recommending the Board accept the bid from Advanced Contractors and Estimators.

Ms. Wolff made a motion to accept the bid from Advanced Contractors and Estimators for Phase 1 of the Miami Meadows Lake Erosion Project in the amount of \$99,420.00, seconded by Mr. Schultz with all voting "AYE".

Chief Kelly advised he had presented information, at the work session, on the Fire/EMS Department purchasing an Inflatable Boat which will help with water rescues in areas where the motor boat would not be able to access. Purchasing the inflatable boat at this time was recognized during the planning phase for the new rescue vehicle and is recommended by the manufacturer. The cost of the inflatable boat through MilPro Marine is \$10,500.00.

Ms. Wolff made a motion to purchase of an inflatable Inmar boat through MilPro Marine at a cost of \$10,500.00, seconded by Mr. Schultz with all voting "AYE".

Mr. Wright advised, as discussed at the work session, the Service Department is requesting to purchase a new waste oil heater. The current waste oil heater has numerous leaks, problems with the burner, needs a new pump and has reached the end of its service life. The fuel for this heater is free as we save and utilize the used oil from our vehicles as well as the used oil we collect on Clean Up Day events. The cost of installing a new heater is \$13,290.00 from Hufford Heating and Cooling. Mr. Musselman explained they also use propane to help heat however the waste oil heater saves on the cost of the propane.

Ms. Wolff made a motion to approve the replacement of the waste oil heater in the Service Garage from Hufford Heating and Cooling at a cost of \$13,290.00, seconded by Mr. Schultz with all voting "AYE".

Mr. Wright advised, as discussed at the work session, the Service Department is requesting to purchase a one ton cab and chassis. This vehicle will be upfitted with a utility body and will replace the existing similar vehicle. The existing vehicle will be sent to auction. The new vehicle was budgeted for \$55,000.00, state bid price is \$33,711.12 for the cab and chassis, it will cost \$10,000.00 to equip the vehicle for a total of \$43,711.12 which is under budget. With the \$53,000.00 savings on the salt truck and ¾ ton pick-up, this will cover the cost of the one ton cab and chassis. The Board commended Mr. Musselman for his due diligence on this vehicle.

MIAMI TOWNSHIP BOARD OF TRUSTEES

AUGUST 16, 2016

Ms. Wolff made a motion to approve the purchase of a one ton cab and chassis with the upfit for a total cost of \$43,711.12, seconded by Mr. Schultz with all voting "AYE".

Mr. Wright advised of the need to renew the street lighting district for Wittmer Estates via resolution.

Ms. Wolff made a motion to adopt Resolution 2016-49 a resolution providing for the procurement of a street lighting system, dispensing with the second reading and declaring an emergency for Wittmer Estates, seconded by Mr. Schultz with all voting "AYE".

Mr. Wright advised as discussed at several meetings this year, the Tobacco Free Alliance, a sub-committee of the Partners for a Drug-Free Milford Miami Township, are proposing that the Township adopt a tobacco/smoke free parks policy. Staff is proposing that if the resolution banning smoking and tobacco products from our parks is passed, that it also restrict these items from all Township owned properties. We are proposing that the ban take effect immediately, however no enforcement will be taken until January 1, 2017 so that we can work with the Alliance to properly educate the public of our new regulations and to get new signs.

Ms. Wolff made a motion to adopt Resolution 2016-50 a resolution prohibiting smoking cigarettes and cigars, vaping, electronic cigarettes and the use of tobacco and other smokeless tobacco on all Township property, dispensing with a second reading and declaring an emergency, seconded by Mr. Schultz with all voting "AYE".

Mr. Wright advised the Board of the need to set a hearing date for a zoning hearing. With a notice publication date on August 25th the time window for the Trustees to hear this case is from Tuesday, September 6th through Thursday, September 15th. Mr. Wright is recommending the Board set a hearing date of Tuesday, September 13th at 7:00 p.m.

Ms. Wolff made a motion to set Zoning Text Amendment Case #547 for Tuesday, September 13, 2016 at 7:00 p.m., seconded by Mr. Schultz with all voting "AYE".

Mr. Wright advised of an out of Township travel request by the Police Department. Chief Madsen is requesting to send Officers Scott Ball and Keith Benhse to the Kustom Signals Factory in Chanute, Kansas for training concerning the in car camera system that is currently installed in all patrol vehicles and used during all traffic stops as well as pursuits. The total cost for both officers will be \$1,484.00 and will cover air fare for both, meals, a vehicle rental and shared lodging. The actual training is at no cost.

Ms. Wolff made a motion to approve the out of Township travel for Officers Scott Ball and Keith Benhase to attend the Kustom Signals Factory in Chanute, Kansas, November 8th and 9th for a total cost of \$1,484.00, seconded by Mr. Schultz with all voting "AYE".

Mr. Wright advised of the need of a nuisance abatement for properties in the Township with tall grass and weeds. It was noted that in the past we have only done vacant properties however, we are now beginning to include occupied properties and vacant lots.

Ms. Wolff made a motion to adopt Resolution 2016-51 a resolution authorizing the abatement, control, or removal of vegetation, garbage, rubbish or debris and dispensing with the second reading, seconded by Mr. Schultz with all voting "AYE".

Mr. Wright advised Chief Kelly has received notification from the Clermont County EMA that a cache of portable radios that were used for the 2016 Republican National Convention are being made available for purchase at a significant cost savings. Each radio is being offered for sale for \$2,574.50, which is a cost savings of \$1,525.00 below the regular price. These radios were only used for first responders during the week of the convention. Chief Kelly had budgeted the replacement of four radios in the 2016 budget. There will be

additional costs for local programming that was factored into our current maintenance program.

MIAMI TOWNSHIP BOARD OF TRUSTEES

AUGUST 16, 2016

Ms. Wolff made a motion to approve the purchase of four (4) Motorola APX6000 Model 2 radios from Mobilcomm at a cost of \$10,298.00, seconded by Mr. Schultz with all voting “AYE”.

Mr. Wright advised the need to reschedule the October and November work sessions. The October work session falls on Columbus Day and the Township offices are closed that day. The November work session falls on the day before the regularly scheduled business meeting. Mr. Wright is recommending the Board reschedule the October 10th work session to October 3rd and the November 14th work session to November 7th.

Ms. Wolff made a motion to reschedule the Trustee work session for October 10th to October 3rd and the November 14th work session to November 7th and any other business to come before the Board, seconded by Mr. Schultz with all voting “AYE”.

Mr. Wright asked the Board to approve the purchase of a Cisco Ethernet Switch, from Intrust, for the amount of \$6,685.36. This is one of the items identified last week that we need to have for communication outages. There will be no charge for installation.

Ms. Wolff made a motion to approve the purchase of a Cisco Ethernet Switch from Intrust at a cost of \$6,685.36, seconded by Mr. Schultz with all voting “AYE”.

Mr. Wright asked the Board to adopt a resolution for the Township to join the Houston-Galveston Area Council Purchasing Cooperative Program which will save several thousand dollars on fire rescue vehicles.

Ms. Wolff made a motion to adopt Resolution 2016-52 a resolution authorizing Miami Township to join the Houston-Galveston Area Council Purchasing Cooperative Program and dispensing with a second reading, seconded by Mr. Schultz with all voting “AYE”.

Public Comment: Mrs. Karen Wikoff, of the Milford-Miami Township Chamber of Commerce, addressed the Board and asked them to nominate someone for the Business and Community Awards. Mrs. Wikoff also stated she and her husband, Brian Wikoff, wanted to thank the Miami Township Fire/EMS and Township Police Departments for their support in the National Night Out. Mrs. Wikoff also thanked everyone for attending the food truck rally.

Mr. Bob Vogt of Murle Lane came forward to thank the Trustees for their approach to the noise resolution.

Ms. Cee Cee Collins of The Little Miami River Chamber of Commerce came forward to discuss the Miami Town Center Festival on September 24th and thanked the Trustees for their support.

Executive Session: Ms. Wolff made a motion to go into Executive Session to consider confidential information related to the marketing plans, specific business strategy, production techniques, trade secrets, or personal financial statements of an applicant for economic development assistance or negotiations with other political subdivisions respecting requests for economic development assistance which is necessary to protect the interests of the applicant or the possible investment or expenditure of public funds to be made in connection with the economic development project, seconded by Mr. Schultz with all voting “AYE”.

MIAMI TOWNSHIP BOARD OF TRUSTEES

AUGUST 16, 2016

Ms. Wolff made a motion to come out of Executive Session, seconded by Mr. Schultz with all voting “AYE”.

With no further business to come before the Board the meeting was adjourned at 8:50 p.m.

ATTEST: _____
Jeff Wright, Acting Fiscal Officer

Karl Schultz, Chairperson